



**APPROVED MARCH 6, 2006**

## **IGIC Meeting Minutes November 17, 2005**

Indiana State Library  
140 N. Senate Avenue, Room 306  
Indianapolis, IN 46204

### **Introductions**

Alex Wernher, IGIC President, called the meeting to order at 10:00. A quorum was achieved. Everyone introduced themselves. Attendees are listed on page six.

### **Approval of Agenda**

After review of the agenda, it was approved as submitted.

### **Approval of Minutes**

A motion to approve the September 2005 meeting minutes with change from "Indiana Geographical Survey" to "Indiana Geological Survey" was seconded and passed.

### **Financials**

Brian Berdanier, Jeff Corns and IGIC staff will be meeting in December to begin preparing the 2006 budget. The financial report was presented. Mike Machlan moved to approve the report. Seconded by Lisa Gehlhausen and passed.

### **New Business**

#### **New Board Seats**

At the last meeting, the Board approved reassigning the defunct State GIS Coordinator seat to the Lieutenant Governor's designee. The Lieutenant Governor accepted, and also requested the addition of a second seat for the Governor's office. This will result in three total seats for the State sector, which will balance well with the addition of the rural municipal and rural county seats in 2006. It will also bring the Board to its limit of 30 seats. There was some discussion of how this will affect achieving a quorum, and potential time constraints preventing the new board members from active participation. Betsy Villwock from the Lieutenant Governor's office spoke to that concern, and expressed their commitment to the growth and use of GIS in Indiana.

Jim Stout moved to expand the Board as suggested by the Lieutenant Governor's office, with one seat each to the Governor and Lieutenant Governor or their designees. Seconded by Mike Machlan and passed.

### **General Membership**

After the Board approved formalizing IGIC membership at the last meeting, a workgroup was formed to address specific policies issues. The document outlining their recommendations is included in full on page 7 of the minutes.

After general discussion of the document, Mike Machlan moved that the recommendations be adopted as policy with the following changes:

1. List committee participation as a specific benefit of corporate membership.
2. Clarify that Board members who are appointed to fill vacancies will serve out the remainder of the term, not a full term.
3. Clarify that corporate membership includes member-only pricing for representatives attending the annual conference, but does not include booth or sponsorship discounts.

The motion was seconded by David Lewis and passed.

Following a brief discussion, Mike Machlan moved that current directors be permitted to remain on the Board for the remainder of their terms without becoming members. Fiona Solkowski seconded and the motion passed.

### **Board Rotation Schedule**

This year the Board adopted the tradition of a three-year term for the office of President: One year as Vice President (President-Elect), one year as President, and a third year as the At-Large Member of the Executive Committee (Past President). This is considered “traditional,” and not official policy. However, with the three-year term for directors, it is possible for someone’s term as a director to expire before they have served the full Presidential term (e.g. they are elected Vice President their third (last) year as director). The following suggestions were offered for discussion:

1. Extend their term as director. The next person elected to that sector/seat on the Board would serve a shortened one- or two-year term.
2. Have them continue on as President/Past-President but become a non-voting Board member. The Board seat would be filled as usual.

It was decided that Option 1 would be the fairest and least cumbersome. Therefore, Mick Machlan moved to delay elections for a seat scheduled to be vacated until that member has fulfilled their traditional term as President-Elect, President and Past-President. Jerry King seconded and the motion past.

### **Organizational Chart**

We have developed an organizational chart for IGIC which will be distributed to the Board. (Included on page 10 of the minutes.)

### **IndianaMap Viewer**

As part of the IndianaMap, IGIC has worked with the Indiana Geological Survey, The Polis Center and several counties to create a viewer for the state. The viewer is designed to interface with The National Map being developed by the US Geological Survey (USGS). This has been a massive, long-term project for USGS.

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The Indiana Viewer is scheduled to be completed by the end of the year, and a number of benefits have already been realized. The new integration pieces and middleware are bleeding edge technology. This technology can also be used in other interoperability projects. The viewer has also allowed Indiana data to be available from a single, national site.

There have been some drawbacks, though, specifically involving The National Map. We initially thought we would have more control over things like presentation and symbology. There are also development and aesthetic concerns. For example, zooming in on Richmond gives you two street layers: one from USGS and a more accurate one from the City. Additionally, USGS has been undergoing a reorganization of their programs. The future of The National Map is unclear, as is its relationship with GeoSpatial One Stop.

Jill Saligoe-Simmel, IGIC Executive Director, recommends another approach to viewing statewide data. Continue registering data with USGS, which would make it available in The National Map. At the same time, we can work toward developing the best possible public face for Indiana data. In the coming months we should start thinking about goals and strategies to make this happen, possibly by forming a workgroup after first of the year. We have made major strides with the viewer. Now is the time to capitalize on what we have accomplished.

Anna Radue of Indiana University recommended usability testing. University Information Technology Services (UITS) has found it very useful to have GIS novices test drive a site. When competing with things like Google Earth we need to be as aware as possible of usability.

### **Memoranda of Understanding**

IGIC has signed an MOU with University Information Technology Services (UITS) at Indiana University. The agreement is part of a grant from the US Geological Survey in support of the IndianaMap. UITS has purchased equipment to host the 2005 orthophotography. We are very lucky to have Anna Radue at UITS spearheading this project.

The MOU with the State Library to provide IGIC with office space has been signed.

Jill Saligoe-Simmel is working with the Indiana Geological Survey on an agreement for developing framework layers. She anticipates having it completed by March 2006.

## **Projects and Grants Update**

### **2005 Orthophotography Project**

Jim Stout, IGIC Vice President and Program Manager for the project, gave a status report on the 2005 Orthophotography. Deliverables include quarter-quad color orthophotography, county mosaics color orthophotography, high-resolution natural color orthophotography, color-infrared orthophotography, and an elevation model. It will be possible to do 10-ft and possibly 5-ft contours from the elevations. EarthData,

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the acquisition vendor, will also have products available that can be used to produce 2-ft contours.

The QC process is underway. Roughly 0.5% of all tiles are being rejected, which is excellent. There have been some issue with geodetic positioning causing delays in the northwest. The problem is relatively minor, though, and is being resolved. There are also leaf and vegetation issues in about 17 counties. For most of the counties this will not be a problem, but we are working with EarthData to refly and redeliver two of them. The reflown imagery will be included as additional files to the state set.

The delivery schedule can be viewed on the IGIC website. To date, Vigo, Clay and Sullivan counties have been completed. Overall, we are about two weeks behind where we want to be.

Orthophotography for Sullivan County is now available to the public on the UITs's Indiana Spatial Data Portal for download and streaming. The site is going through a redesign in anticipation of the substantial increase in files. Copies of the data are being housed at both the Bloomington and Indianapolis campuses. Thanks to Anna Radue and UITs for all their efforts to make this possible.

### **Recognition**

Two GIS companies contributed substantially to the recovery effort after the tornados in southwest Indiana this month. Both Woolpert and Pinnacle Mapping promptly provided orthophotography of the affected areas to GIS staff in Evansville and Warrick County. Jim Stout moved that the Board recognize Woolpert and Pinnacle for their efforts. Jerry King seconded and the motion passed.

### **FGDC Grant - Framework Data Strategy**

We have been awarded a grant to continue the planning and development of statewide framework layers. Centerlines, addresses and address ranges will be the next focus. There will also be a maintenance planning for the orthophotography and elevation layers.

### **FGDC Grant – Web Services**

The equipment for hosting the orthophotography has been purchased. UITs is now working to set up distribution. They expect it will take at least 2-3 of months.

### **SBC Grant - IndianaMap – In a Library Near You!**

IGIC has been awarded a grant from SBC to distribute the orthophotography to 92 libraries around the state. We will be providing the data on disks that can be checked out, and training librarians to use it. The grant also includes funds to produce marketing material like posters and bookmarks to promote the IndianaMap.

### **Community Development Action Grant**

IGIC has submitted an application for a grant to provide economic development professionals with access to and training on the IndianaMap.

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### **IDHS Contract**

Jill Saligoe-Simmel is working with Roger Koelpin at the Department of Homeland Security to finalize a scope for a contract between DHS and IGIC.

### **Orthophotography Education**

IGIC is developing a proposal to provide Indiana schools - possibly all 2,000 - with orthophotography mosaics of their county. The EPA education grant is a possible source of funding.

### **Data Sharing Agreements**

There are a number of obstacles to data sharing in Indiana. State code treats GIS data slightly differently than public data: Local governments can charge for GIS data in order to recoup costs whereas public data are free. Currently there are a huge range of options, from free and online to expensive and hard to get. There are also issues with sharing FOUO (For Official Use Only) data. Agreements can be difficult to develop and execute.

The Local Government Subcommittee has developed a template data sharing agreement. Basically it says local entities will share data as view-only files for distribution in the IndianaMap. Data will be available for streaming but not download. This is seen as an interim step toward full, statewide access, possibly in partnership with the Indiana Geological Survey.

After discussion of the draft agreement, the following changes were requested:

1. Include a definition of "non-sensitive data"
2. Change language to read archived data "may" be made available in the future

There was also discussion of the State's role in data sharing. Jim Stout, IGIC Vice President, noted the State's historic lack of effort on this point. The work done by the subcommittee and IGIC to facilitate data sharing should not be solely our responsibility. When the State needs data - especially in emergencies - it will get the data, but offers no funding or coordination in return. It is a huge stumbling block for GIS moving forward at the State.

Jill Saligoe-Simmel pointed out that this will only be resolved when funding and policy issues have been resolved. The Board can vote against the data sharing agreement template and concentrate on the underlying issues with the State, or approve the agreement in an attempt to do what we can now.

Mike Machlan moved that the agreement be approved with the two discussed changes. Further, IGIC will undertake a pilot to sign agreements with up to 10 counties. Jerry King seconded. The motion passed with one dissenting vote.

### **Committee Reports**

The committee report is included in the minutes on page 11.

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## 12:00 - Meeting Adjourned

### Attendees

#### Board Members

Lisa	Gehlhausen	Indiana 15 Regional Planning Commission
Charley	Hickman	US Geological Survey
Jerry	King	Indianapolis Power & Light
David	Lewis	IUPUI University Library
Michael	Machlan	City of Elkhart
Becky	McKinley	Northwest Indiana GIS Forum
E.J.	McNaughton	IDEM
Kent	Park	EarthData International
Anna	Radue	Indiana University
Shaun	Scholer	City of Richmond / Wayne County GIS Interlocal
Fiona	Solkowski	The Nature Conservancy
Jim	Stout	IMAGIS
Alex	Wernher	Allen County

#### Proxies

Steve	Adams	Cinergy (for George Toft)
Brian	Berdanier	The Schneider Corporation (for Jeff Corns)
Christina	McCullough	Military Department of Indiana (for Jere Riggs)
Chris	Waldron	Indiana Department of Health (for Ed Lutz)

#### Guests

Dave	Coats	The Polis Center
Bill	Holder	Kosciusko County
Betty	Kiechle	Lake County Surveyor
Steve	Leatherman	WTH Engineering, Inc.
Cliff	Lovin	Woolpert
Charlie	Magruder	ESRI
Doug	von Koenig	TeleAtlas
Lorraine	Wright	Indiana Department of Environmental Management

#### IGIC

Jennifer	Dubeansky	Staff
Jill	Saligoe-Simmel	Executive Director

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## Proposed IGIC Annual Membership Fees and Benefits

Membership runs January-December with no prorated accounts.

Category	Benefits	Fee
<b>Student</b>	<ul style="list-style-type: none"><li>• 1 person</li><li>• Monthly newsletter</li><li>• “Jobs, Internships and Resumes” posting</li><li>• Internet directory: access and listing</li></ul>	\$15
<b>Individual</b>	<ul style="list-style-type: none"><li>• 1 person (1 vote per person)</li><li>• Professional networking with other GIS professionals/users</li><li>• Monthly newsletter</li><li>• Internet directory: access and listing</li><li>• Professional development opportunities</li><li>• Free seminars</li><li>• Conference members-only rate</li><li>• Eligible IGIC board membership</li><li>• Eligible IGIC committee participation</li><li>• On-line calendar of events</li></ul>	\$45
<b>Corporate</b>	<ul style="list-style-type: none"><li>• Unlimited members (1 vote per person)</li><li>• Internet directory: access and listing</li><li>• Membership listing on website with logo and link</li><li>• Eligible IGIC board membership</li></ul>	\$300 1 <sup>st</sup> person; \$20 each additional
<b>Institutional/ Group Rate</b>	<ul style="list-style-type: none"><li>• Pricing beneficial for groups of 4 or more</li><li>• Unlimited members (1 vote per person)</li><li>• Available only to non-GIS industry organizations (e.g. government agencies, nonprofits, universities, etc.)</li><li>• Same benefits as Individual membership, plus...</li><li>• Membership listing on website with logo</li><li>• Nonprofits and universities receive free booth space at conference (first come/first served)</li></ul>	\$100 1 <sup>st</sup> person; \$20 each additional

## Nominations and Voting Procedures

The IGIC Board of Directors is responsible for setting by-laws and policy regarding Board membership by sector and designating seats (a “seat” is a single position to the Board of Directors) that are eligible for open elections. Some seats are, through policy and by-laws, made available more-or-less permanently to representative organizations at the discretion of the Board. The IGIC Board of Directors reserves the right to

extend Board membership via invitation and not subject that invited seat to the election process. Invited and standing Board of Director positions' membership requirements are subject to the discretion of the Board. Representative organizations with standing board seats typically participate in membership and/or benefit exchange with IGIC. The majority of the seats on the Board shall be available through open elections.

The IGIC elections committee is responsible for soliciting, reviewing and approving nominations for the Board of Directors. General (dues paying) members can cast one vote for each nominee that is presented in a ballot election by the IGIC Nominations Committee.

Elections shall be completed at least one month prior to the annual business meeting. Members may cast their ballots by mail, fax, or designated electronic methods. Mailed and/or faxed ballots shall be due at least 1 day prior to Election Day.

Accepted nominees for elected positions shall submit biographies and candidate statements. IGIC will post statements for full membership review at least 2 weeks prior to Election Day.

## **Summary of Benefits**

Newsletter will continue to be available to our full INGISI contacts list and the web site (not an exclusive benefit).

Internet Directory is not an exclusive benefit – it will be available through the Ramona GIS Inventory site ([www.in.gisinventory.net](http://www.in.gisinventory.net)).

Professional Development activities include seminars, workshops, road shows, and participation on IGIC committees.

Seminars are free to members, and costs may vary for non-members depending on seminar topic and timing.

Membership vs. Conference fees –conference registration fee remains steady from last year for members. Rate increases for non-members.

Dues paying members are eligible for Board member nomination and service. Invited and standing Board seats membership fees may be waived at the discretion of the Board.

GIS Road Shows shall remain free to all.

Web Calendar is not an exclusive benefit.

Student volunteers at the annual conference are NOT required to be members to participate in that event.

Corporate and Institutional members will be listed with logos on the IGIC web site.

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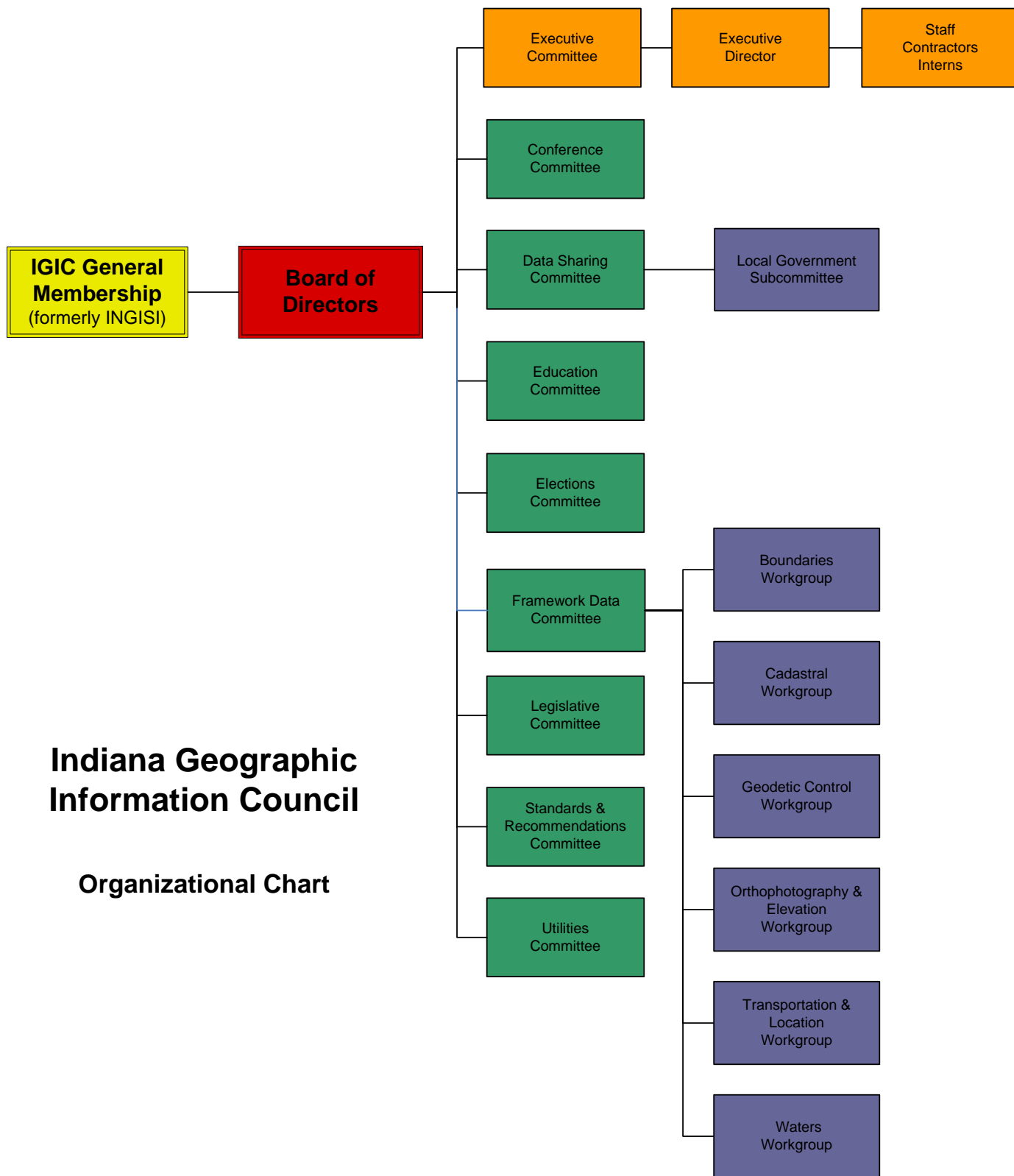


Corporate membership does not provide conference discounts and is completely separate from conference sponsorships.

Institutional members that are nonprofits and universities may receive free booth space at conference on a first come/first served basis. Available space is extremely limited.

## **Donations**

IGIC is a 501c3 corporation. Donations are tax deductible. Please consider IGIC in your personal and corporate giving program.



## **Committee Reports**

### **Conference Committee**

Committee is busy planning for another statewide conference in March. We are developing breakout sessions, workshops, conference theme and logo. We are also investigating the possibility of accepting registrations online, and hope to offer it this year. The call for abstracts went out, and the first of the pages for the conference are online as well. We have tentatively confirmed keynote speaker.

### **Data Sharing Committee**

The Data Sharing Committee co-chair, Jim Sparks, has resigned his position. The committee will be seeking a replacement for him. Thanks to Jim for his many years of hard work and valuable input.

### **Education Committee**

Seminar series and Road Show events have been planned well into next year. We have decided to feature IndianaMap framework data in a number of them, including the upcoming November 29<sup>th</sup> survey. 2006 seminars will highlight using the color IR, vector takeoff and elevation data. A January seminar on IGIC resources has also been scheduled. Road Shows have been scheduled for April in NW Indiana and June in Kokomo, topics to be determined.

The committee opted to support the GIS Day effort of others, rather than schedule a competing event on November 16<sup>th</sup>. A link to the ESRI GIS Day activities page was added to the IGIC website.

### **Framework Committee**

#### **Geodetic Subcommittee (Geodetic, ISPLS, HARN Committee/Workgroup)**

#### **Tie Card Project**

The Tie Card Pilot Project for Bartholomew County will be delivered the week of November 7, 2005. Bartholomew County will review the project and can begin using the data.

Two other counties, Newton and Jennings, participated in the project by scanning and renaming their tie cards. Their projects will be the next to be delivered. We wanted to make sure all the processes were working properly on the pilot before we proceeded with the delivery of the other counties.

#### **Indiana Boundaries Book**

The Geodetic Workgroup requested a digital copy of the Indiana Boundaries Book from the Indiana State Library. The book is part of the Indiana Historical Collections. It provides descriptions of the county boundaries and how they changed over time. The Indiana State Library in cooperation with IUPUI scanned the Indiana Boundaries Book for our workgroup. The book will be distributed to the individual counties for their use.

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The State Library and IUPUI worked with the Geodetic Workgroup to make sure the book could be accessed as one PDF document and also by individual sections.

### **USGS Benchmarks**

The Geodetic Workgroup is working with USGS and DNR to obtain a complete set of the USGS Benchmark (elevation control) information for the State of Indiana. Discussions will also involve the IU Geology Library.

### **Legislative Committee**

No activity for this committee.

### **Local Government Subcommittee**

The Local Government Data Sharing Subcommittee held a teleconference on October 13<sup>th</sup>. A few editorial changes were made to the draft data sharing MOU before it was sent to the committee listserv for additional comments. A final version is being presented to the Board of Directors at the November meeting.

### **Standards and Recommendations Committee**

The Standards Committee met on October 13<sup>th</sup> and November 3<sup>rd</sup>. Street centerlines and address ranges were discussed at both meetings. We have been following the progress of the Addressing Standard being developed by URSIA. A revised draft of the URSIA Addressing Standards was scheduled to be released on November 1. That did not happen. Hence, the committee has decided to delay working on our Addressing Standard.

The Committee also has some questions for the Council. How are the responsibilities of the Standards Committee and the Framework Committee(s) alike? How are they different? Should these two committees be combined? What is our relationship with the Center of Excellence?

Also, attendance at committee meetings is sparse. We are in effect “setting the data rules” for GIS the State of Indiana. We need more participation from the different GIS entities and people on this committee.

### **Utilities Committee**

The Utility Committee reports that there is progress on the IURC Service Area Boundary GIS solution project. There is a Project Manager, Susan Chamberlin, and she and others have produced several documents for approval such as a pre-conversion time line, data matrix and a technical specification. There is ESRI training going on for the IURC technical staff and Project Manager. IPL will host Susan for the resource document collection process (mountains of paper copies).